



Fiscal Year 2021 National Training and Technical Assistance Partners Non-Competing Continuation Progress Report Instructions

Table of Contents

PURPOSE	1
SUBMISSION AND AWARD INFORMATION.....	1
GENERAL INSTRUCTIONS	2
ATTACHMENT INSTRUCTIONS.....	4
BUDGET INSTRUCTIONS	7
TECHNICAL ASSISTANCE CONTACTS	9
APPENDIX A: INSTRUCTIONS FOR THE FY 2020 PROGRESS UPDATE	11
APPENDIX B: INSTRUCTIONS FOR THE FY 2021 PROJECT WORK PLAN.....	15
APPENDIX C: NTTAP TYPES AND REQUIRED OBJECTIVES AND METRICS	18

Purpose

National Training and Technical Assistance Partners (NTTAPs) are national organizations that provide training and technical assistance (T/TA) to existing and potential health centers (hereafter referred to as health centers).¹ NTTAPs help increase access to high quality, comprehensive primary care services for statutorily defined special populations and vulnerable populations, and support all health centers through development area-specific T/TA. Submission and approval of your NTTAP Non-Competing Continuation (NCC) progress report, hereafter referred to as the progress report, will provide funding for the fiscal year (FY) 2021 budget period (July 1, 2021 through June 30, 2022). Continued funds are dependent upon Congressional appropriation, satisfactory progress toward meeting project objectives, and a decision that continued funding would be in the best interest of the federal government.

Submission and Award Information

Progress report submissions will be available starting Friday, December 18, 2020, are due in the HRSA

¹ Existing health centers include both Health Center Program award recipients and look-alikes. Potential health centers include organizations that are applying for or seeking information about applying for an award or look-alike designation.

Electronic Handbook (EHBs) by **5 p.m. ET on February 9, 2021**. HRSA anticipates making awards on or around the FY 2021 budget period start date of July 1, 2021.

General Instructions

You will complete the progress report in EHBs by providing updates on NTTAP project progress achieved through December 31, 2020, as well as anticipated progress for planned NTTAP activities through June 30, 2021. The progress report submission must include all forms and attachments identified in [Table 1: Forms and Attachments](#). Forms are to be completed directly in EHBs, and attachments must be uploaded into EHBs.

NOTE: You will complete two forms in EHBs: the [FY 2020 Progress Update](#) and the [FY 2021 Project Work Plan \(PWP\)](#).

Progress reports lacking the required information will be considered incomplete or non-responsive, and will be returned via a “Change Requested” notification in EHBs for the provision of missing information. If HRSA does not receive the progress report by the established deadline, or receives an incomplete or non-responsive progress report, a delay in Notice of Award (NoA) issuance or a lapse in funding could occur.

The progress report must not exceed 40 pages when printed by HRSA (approximately 5 MB). Narrative documents submitted as attachments must be single-spaced with 12 point, easily readable font (e.g., Times New Roman, Arial, and Calibri) and one-inch margins. You may use smaller font (no less than 10 point) for tables, charts, and footnotes.

Note: Attachments count towards the 40-page limit; forms do not.

Table 1: Forms and Attachments

NTTAP NCC Progress Report	Form or	Instructions
SF-PPR and SF-PPR2	Form	See the NTTAP Non-Competing Continuation EHBs User Guide available on the NTTAP TA webpage .
Budget Details Form	Form	Refer to Budget Details Form instructions.
Budget Narrative (Required)	Attachment	Upload the Budget Narrative. Refer to Budget Narrative Instructions .
Attachment 1: Project Narrative Update (Required)	Attachment	Refer to Attachment Instructions .
Attachments 2-7 (As applicable)	Attachment	Refer to Attachment Instructions .
FY 2020 Progress Update	Form	Refer to Appendix A Instructions .

NTTAP NCC Progress Report Section	Form or Attachment	Instructions
FY 2021 Project Work Plan	Form	Refer to Appendix B Instructions .

Attachment Instructions

Attachment 1: Project Narrative Update (Required)

Provide a brief narrative highlighting significant progress, challenges (e.g. COVID-19), and changes that have impacted your NTTAP project. **The Project Narrative must expand on and not duplicate information you enter in the [FY 2020 Progress Update](#).** Specifically, the Project Narrative Update must include a discussion of each of the following:

1) Any significant progress.

Overall summary of progress achieved from July 1, 2020 through December 31, 2020 that aligns with and complements updates on specific activities captured in your FY 2020 Progress Update.

2) Any significant challenges and/or activity changes.

- a) Significant challenges encountered July 1, 2020 through December 31, 2020 that may have impacted health center needs, achievement of project objectives, and attainment of targets by the end of the period of performance (June 30, 2023).
- b) Significant activity changes or other strategies that have been, or will be, used to overcome challenges noted above.

3) Any significant changes to collaborations, partnerships, and coordinated activities.

- a) Significant changes to current formal and informal collaborations, partnerships, and coordinated activities since you submitted your FY 2020 NTTAP application through December 31, 2020. Refer to [Attachment 6: Summary of Contracts and Agreements](#), as appropriate.
- b) Significant anticipated changes to formal and informal collaborations, partnerships, and coordinated activities that will be implemented from January 1, 2021 through June 30, 2021, and reasons for the changes.
- c) How changes will address evolving health center needs, support achievement of the objectives, and aid the attainment of targets by the end of the period of performance (June 30, 2023).

NOTE: Special and Vulnerable Population NTTAPs must describe progress toward coordinating and aligning activities with other NTTAPs funded to provide T/TA to the same target population.

4) Any significant changes to the evaluation plan.

- a) Significant NTTAP T/TA evaluation strategy changes, either from what you submitted in your FY 2020 NTTAP application or that are anticipated through June 30, 2021, related to: regular input from existing health centers, as well as from other HRSA-supported T/TA providers (e.g., other NTTAPs, PCAs, HCCNs); consistent quantitative and qualitative data sources and processes used to assess T/TA activities; impact monitoring and measurement; performance improvement evaluation; and/or dissemination of evaluation results.
- b) How changes will address evolving needs, support achievement of the objectives, and aid the attainment of targets by the end of the period of performance (June 30, 2023).

5) Any significant changes to organizational resources.

- a) Significant organizational resource changes from July 1, 2020 through December 31, 2020 related to:
 - i) Organizational structure, including any contracts or agreements, and reasons for the changes. Refer to [Attachment 2: Organizational Chart](#) and [Attachment 6: Summary of Contracts and Agreements](#), as appropriate.
 - ii) Staffing plan, including challenges encountered in recruiting and retaining key NTTAP management or project staff needed to accomplish the project objectives. Describe strategies used to overcome the challenges. Refer to [Attachment 3: Staffing Plan](#), [Attachment 4: Job Descriptions for Key Project Personnel](#), and [Attachment 5: Biographical Sketches for Key Personnel](#), as appropriate.
- b) Significant changes to organizational resources that are expected to occur from January 1, 2021 through June 30, 2021, and reasons for the changes.
- c) How changes will address evolving needs, support achievement of the objectives, and aid the attainment of targets by the end of the period of performance (June 30, 2023).

6) Any additional significant coordination with the National T/TA Center. For NTTAPs working with the National T/TA Center, describe any significant coordination or collaboration with the National Association of Community Health Centers (NACHC) not captured in your FY 2020 Progress Update. For NACHC, describe any significant coordination or collaboration of the Center with partners that is not captured in your FY 2020 Progress Update.

7) Other significant expected changes, plans, or considerations. Include any other significant information not captured in other parts of the progress report.

Attachment 2: Organizational Chart (As Applicable)

If the organizational chart has changed since you submitted your FY 2020 NTTAP application, upload a revised one-page document that graphically depicts your current organizational structure, including significant changes to key personnel, staffing, and any subrecipients or affiliated organizations. Include the date the updated organizational structure took effect.

Attachment 3: Staffing Plan (As Applicable)

If the staffing plan has changed (e.g., new staff hired, position responsibilities updated) since you submitted your FY 2020 NTTAP application, or is forecasted to change prior to June 30, 2021, upload a revised table that identifies the changes. For each position, the table must include:

- Position Title (e.g., Chief Executive Officer),
- Staff Name (If position is currently vacant, indicate “To Be Determined”),
- Education and Experience Qualifications,
- General NTTAP Project Responsibilities,
- Percentage of Full Time Equivalent (FTE) dedicated to the NTTAP project,
- Annual Salary (annual salary at 100% FTE), and
- Date the change was effective or is forecasted.

Document applicable changes in the salary table of your [Budget Narrative](#) and other relevant attachments. A sample Staffing Plan is available on the [NTTAP TA webpage](#).

Attachment 4: Job Descriptions for Key Project Personnel (As Applicable)

If job descriptions for key management staff (e.g., Project Director) have changed since you submitted

your FY 2020 NTTAP application, upload revised job descriptions. Job descriptions must be limited to **one page** and include, at a minimum:

- Position title,
- Description of duties and responsibilities,
- Experience requirements,
- Position qualifications,
- Supervisory relationships,
- Skills, knowledge, and experience requirements,
- Travel requirements,
- Salary range, and
- Work hours.

NOTE: If key positions have been combined or changed to part-time (e.g., CEO and CFO roles are shared), document these changes in the salary table of your [Budget Narrative](#) and other relevant attachments.

Attachment 5: Biographical Sketches for Key Personnel (As Applicable)

If any new key project personnel (e.g., Project Director, Chief Financial Officer) have been hired since you submitted your FY 2020 NTTAP application, upload biographical sketches for those individuals. Each biographical sketch must be limited to **two pages**. When applicable, biographical sketches must include:

- Training,
- Language fluency, and
- Experience working with the cultural and linguistically diverse populations that are served by the NTTAP.

NOTE: Document applicable changes in the salary table of your [Budget Narrative](#) and other applicable attachments.

Attachment 6: Summary of Contracts and Agreements (As Applicable)

Provide a summary describing any new, revised, or newly proposed contracts and/or agreements since you submitted your FY 2020 NTTAP application. See a sample summary on the [NTTAP TA webpage](#). The summary must align with your [Budget Narrative](#), and must address the following items for each contract and/or agreement:

- Name of organization,
- Type of contract or agreement (e.g., contract, Memorandum of Understanding or Agreement),
- Brief description of the purpose and scope of the contract and agreement, including how and where services are, or will be, provided, and
- Timeframe for each contract and agreement (e.g., ongoing contractual relationship, specific duration).

NOTE: You must exercise appropriate oversight and authority over all new contracts, and procurement contracts must comply with [45 CFR part 75](#).

Attachment 7: Other Relevant Documents (As Applicable)

You **must** upload a copy of your most recent Indirect Cost Rate Agreement if you include indirect costs in your budget or indicate that you are using the de minimis indirect cost rate of 10 percent of modified total direct costs as per the requirements detailed at [45 CFR §75.414](#). You may also provide other relevant documents to support the progress report (e.g., survey instruments, evaluation documents).

Budget Instructions

A complete budget presentation includes the [Budget Information: Budget Details Form](#) and the [Budget Narrative](#) for the FY 2021 budget period (July 1, 2021 to June 30, 2022). Contact your grants management specialist if you have questions.

Funds under this award may only be used for allowable costs. Examples of unallowable costs include, but are not limited to:

- Direct patient care,
- Construction/renovation of facilities,
- Activities that do not align with the intent of this cooperative agreement,
- Reserve requirements for state insurance licensure,
- Support for lobbying/advocacy efforts, and/or
- Conference sponsorship (note that content development of individual program sessions related to the NTTAP Project Work Plan is allowable) – refer to [HHS Policy on Promoting Efficient Spending](#).

1. Budget Information: Budget Details Form (Required)

Complete the following in EHBs **for the upcoming 12-month budget period** (July 1, 2021 to June 30, 2022). Include only federal funds requested for the NTTAP project.

Recommended Federal Budget: This figure is prepopulated at the top of the Budget Information: Budget Details Form, and corresponds with the recommended future support figure (Box 13) provided in your most recent NTTAP NoA. The Recommended Federal Budget total is for reference in read-only format and is not editable. This total excludes the FY 2020 one-time COVID-19 supplemental funding. Contact your grants management specialist if you have questions.

Section A: Budget Summary: The annual NTTAP funding request in the Federal column is prepopulated in read-only format and is not editable. The Federal funding request equals the Recommended Federal Budget figure at the top of the Budget Information: Budget Details form.

Section B: Budget Categories: Provide a breakdown of the requested funds by object class category (e.g., Personnel, Fringe Benefits). You may use the SF-424A: Budget Information: Budget Details Form included in your FY 2020 NTTAP application as a reference point, noting that the total value for each object class category may be different from year to year based on programmatic changes.

NOTE: EHBs will automatically calculate the amounts in the Total Direct Charges row and the Total column. Indirect costs may only be claimed with an approved indirect cost rate agreement, which must be submitted as part of [Attachment 7: Other Relevant Documents](#) (see details in the Budget Narrative section below). The total in Section B must match the total in Section A.

Section C: Non-Federal Resources: Do not provide other sources of funding. Leave this section blank.

1. Budget Narrative (Required)

Upload a line-item budget narrative in the Budget Narrative section in EHBs for the next 12-month budget period (July 1, 2021 to June 30, 2022). The Budget Narrative must be consistent with totals presented in Section B of the Budget Information: Budget Details Form and only include federal funding. It should explain the amounts requested for each row in Section B: Budget Categories of the Budget Information: Budget Details Form and include detailed calculations explaining how each line-item expense is derived (e.g., cost per unit). See the sample Budget Narrative on the [NTTAP TA webpage](#).

Include the following in the Budget Narrative:

Personnel Costs: List each staff member to be supported by NTTAP funds, and include the name (if possible), position title, percent full time equivalency (FTE), and annual salary. NTTAP funds may not be used to pay the salary of an individual at a rate in excess of Federal Executive Level II of the [Federal Executive Pay scale](#) (\$197,300 as of January 2020). A sample personnel justification table is available in the Sample Budget Narrative on the [NTTAP TA webpage](#).

Fringe Benefits: List the components that comprise the fringe benefit rate (e.g., health insurance, taxes, unemployment insurance, life insurance, retirement plan, tuition reimbursement). Fringe benefits should be directly proportional to the personnel costs allocated for the NTTAP project.

Travel: List expenses associated with travel for each staff to attend or lead NTTAP-related meetings, trainings, and workshops. Travel should include trip details and all costs (e.g., transportation/airfare, lodging, per diem, registration fees). For local travel also include: the mileage rate, number of miles, and staff/board members traveling and registration fees. More information, including per diem calculations, is available at on the [U.S. General Services Administration's Per Diem Rates webpage](#).

Equipment: List equipment costs and provide a justification for equipment needs to accomplish the program goals. Equipment includes moveable items that are non-expendable, tangible personal property having a useful life of more than one year and an acquisition cost per unit that equals or exceeds \$5,000.

Supplies: List the items necessary for implementing the NTTAP project, separating items into two categories: office supplies (e.g., paper, pens) and educational supplies (e.g., brochures). Equipment items such as laptops, tablets, and desktop computers, are classified as supplies if the value is under the \$5,000 per unit cost threshold.

Contractual Services: Provide a clear explanation for the purpose of each contract or sub-award, how costs were estimated and specific contract deliverables. You are responsible for ensuring that your organization has in place an established and adequate procurement system with fully developed written procedures for awarding and monitoring contracts. Appropriate oversight and authority over all contracts and procurement contracts must comply with [45 CFR part 75](#). For consultant services, list the total costs for all consultant services. Identify each consultant, the services he/she will perform, total number of days, travel costs, and total estimated costs. All contractual costs must be included with every expense clearly identified and explained.

Other: Include all costs that do not fit into any other category and provide an explanation of each cost (e.g., audit, legal counsel). In some cases, rent, utilities, organizational membership fees, and insurance fall under this category, if they are not included in an approved indirect cost rate.

Indirect Costs: Include costs for common or joint objectives that cannot be readily identified, but are necessary for organizational operation (e.g., facility operation and maintenance, depreciation, administrative salaries). If you claim indirect costs in your budget, you must upload a copy of your most recent indirect cost rate agreement under [Attachment 7: Other Relevant Documents](#) or indicate that you are using the de minimis indirect cost rate of 10 percent of modified total direct costs as per the requirements detailed at [45 CFR §75.414](#). Visit the [Program Support Center's Financial Management webpage](#) to learn more about indirect cost rate agreements, including the process for applying for an agreement.

HRSA recommends the following resources to facilitate development of an appropriate budget:

- The [HHS Grants Policy Statement](#), and
- The [HHS Policy on Promoting Efficient Spending](#).

Technical Assistance Contacts

ASSISTANCE NEEDED	CONTACT SOURCE
General Technical Assistance	The NTTAP TA webpage contains sample forms, the NTTAP Electronic Handbooks (EHBs) Non-Competing Continuation User Guide, frequently asked questions (FAQs), a slide presentation, and other resources.
Budget/Fiscal Questions	Brian Feldman Grants Management Specialist Division of Grants Management Operations, OFAM HRSA Bureau of Primary Health Care 301-443-3190 bfeldman@hrsa.gov
NTTAP NCC Progress Report Requirements Questions	NTTAP TA Response Team 301-594-4300 Submit a Web Request at BPHC Contact Form <ul style="list-style-type: none"> • Complete the BPHC Contact Form, Contact Record • For Requester Type, select Current Award Recipient • For Health Center or HRSA EHBs Question, select Health Center • For BPHC Category, select Non-Competing Continuation (NCC) Progress Reports • For BPHC Sub-Category, select National Health Center T/TA Partners (NTTAP); complete the Issue Description page and click Submit.

ASSISTANCE NEEDED	CONTACT SOURCE
HRSA EHBs Submission Assistance	<p>Health Center Program Support</p> <p>877-464-4772 Contact Health Center Program Support at BPHC Contact Form</p> <ul style="list-style-type: none"> • Complete the BPHC Contact Form, Contact Record • For Requester Type, select Current Award Recipient • For Health Center or HRSA EHBs Question, select Electronic Handbooks (EHBs) • For BPHC Category, select Non-Competing Continuation (NCC) Progress Reports • For BPHC Sub-Category, select National Health Center T/TA Partners (NTTAP); complete the Issue Description page and click Submit.

Appendix A: Instructions for the FY 2020 Progress Update

EHBs will prepopulate the FY 2020 Progress Update with information from your most recently approved PWP.

Complete the FY 2020 Progress Update as follows:

- 1) Report progress from July 1, 2020 through December 31, 2020.
- 2) Provide anticipated progress for the remainder of the budget period (January 1, 2021 through June 30, 2021).
- 3) Include progress on your objectives and activities, including those supported by supplemental funds.
- 4) Refer to Table 2 for guidance on completing the form in EHBs. Additional resources, including a sample Progress Update and EHBs Non-Competing Continuation User Guide, are available on the [NTTAP TA webpage](#).

Table 2: FY 2020 Progress Update Field Guide²

Field	Is this Field Editable?	Instructions
Objective	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Objective Description	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Baseline Data Source	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Baseline Numerator/Number	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Baseline Denominator	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Baseline Percentage	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Current Numerator/Number	YES	Enter the current numerator/number based on the definition in Appendix C: NTTAP-Type Objectives and Metrics Guide .
Current Denominator	YES	Enter the current denominator based on the definition in Appendix C: NTTAP-Type Objectives and Metrics Guide .
Current Percentage	NO	No action needed. Automatically calculated based on the current numerator and current denominator, or current number.
Objective Target	NO	No action needed. Prepopulated with information from your most recently approved PWP.

² Bolded text indicates new fields from the FY 2020 NTTAP Application.

Field	Is this Field Editable?	Instructions
Percent Progress Toward Objective Target	NO	<p>No action needed. For objectives where a percentage is reported, automatically calculated after the current numerator and current denominator are entered using the formula: $(\text{Current Percentage} - \text{Baseline Percentage}) \div (\text{Objective Target} - \text{Baseline Percentage}) \times 100$.</p> <p>For objectives where a number is reported, automatically calculated using the following formula: $(\text{Current Numerator/Number} - \text{Baseline Numerator/Number}) \div (\text{Objective Target} - \text{Baseline Numerator/Number}) \times 100$.</p>
Objective Impact Narrative	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Objective Impact Narrative Progress	YES	Describe progress toward achieving the predicted overall impact. Reference data sources used to determine the impact progress.
Formal Training and Technical (T/TA) Session Target National Audience	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Formal Training and Technical (T/TA) Session Target National Audience Progress - Number	YES	Provide the number of National Audience T/TA sessions conducted by December 31, 2020.
Formal Training and Technical (T/TA) Session Target National Audience Progress - Narrative	YES	Provide narrative describing your progress toward achieving the National Audience T/TA session target.
Formal Training and Technical (T/TA) Session Target Learning Collaborative Audience	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Formal Training and Technical (T/TA) Session Target Learning Collaborative Audience Progress - Number	YES	Provide the number of Learning Collaborative Audience T/TA sessions conducted by December 31, 2020.

Field	Is this Field Editable?	Instructions
Formal Training and Technical (T/TA) Session Target Learning Collaborative Progress - Narrative	YES	Provide narrative describing your progress toward achieving the Learning Collaborative Audience T/TA session target.
Participation Target	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Participation Target Progress – Number	YES	Provide the total number of individuals that participated in formal T/TA sessions as of December 31, 2020.
Participation Target Progress – Narrative	YES	Provide narrative describing your progress toward achieving the participation target.
Participant Satisfaction Target	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Participant Satisfaction Progress – Number	YES	Provide your average participant satisfaction score as of December 31, 2020.
Participant Satisfaction Progress – Narrative	YES	Provide narrative describing your progress toward achieving the participant satisfaction target.
Participant Behavior Change Target	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Participant Behavior Change Progress – Number	YES	Provide your average behavior change score as of December 31, 2020.
Participant Behavior Change Progress – Narrative	YES	Provide narrative describing your progress toward achieving the participant behavior change target.
Key Factors	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Activity Name	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Activity Audience	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Activity Description	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Person/Group Responsible	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Start Date	NO	No action needed. Prepopulated with information from your most recently approved PWP.
End Date	NO	No action needed. Prepopulated with information from your most recently approved PWP.
Expected Activity Outcome	NO	No action needed. Prepopulated with information from your most recently approved PWP.

Field	Is this Field Editable?	Instructions
Activity Progress Update	YES	Provide a progress description for each activity conducted from July 1, 2020 - December 31, 2020. If there is no progress to report, note this and provide projected progress for the remainder of the budget period in the Anticipated Progress field.
Anticipated Progress	YES	Provide anticipated progress for each activity planned from January 1, 2021 - June 30, 2021.
Comments	NO	No action needed. Prepopulated with information from your most recently approved PWP.

Appendix B: Instructions for the FY 2021 Project Work Plan

EHBs will prepopulate your FY 2021 Project Work Plan (PWP) with information submitted in your FY 2020 Progress Update to facilitate completing your PWP for the FY 2021 budget period (July 1, 2021 through June 30, 2022). You must complete the FY 2020 Progress Update in EHBs **before** working on the FY 2021 PWP.

Complete the FY 2021 PWP as follows:

- 1) Revise the editable fields, as needed, to reflect activities planned for the upcoming budget period (July 1, 2021 through June 30, 2022), including supplemental activities.
- 2) If you plan to discontinue an FY 2020 activity in the FY 2021 budget period, either delete the activity or update the corresponding fields with new/replacement activity information.
- 3) Refer to [Table 3](#) for guidance on completing all editable fields. Refer to the sample PWP and EHBs Non-Competing Continuation User Guide available on the [NTTAP TA webpage](#) for additional guidance.

All activities must:

- 1) Be performed by June 30, 2022.
- 2) Clearly support achievement of the objectives and attainment of targets by the end of the period of performance (June 30, 2023).

Table 3: FY 2021 PWP Field Guide

FY 2021 Field	Is this Field Editable?	Instructions
Objective Title	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Objective Description	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Baseline Data Source	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Numerator/Number	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Denominator	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Baseline Percentage	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Objective Target	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Current Percentage	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Objective Impact Narrative	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Formal Training and Technical (T/TA) Session Target National Audience	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.

FY 2021 Field	Is this Field Editable?	Instructions
Formal Training and Technical (T/TA) Session Target Learning Collaborative Audience	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Participation Target	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Participant Satisfaction Target	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Participant Behavior Change Target	NO	No action needed. Prepopulated with information from your FY 2020 Progress Update.
Key Factors	YES	<p>As needed, revise or delete/add Key Factors that reflect the current environment, that will contribute to and restrict progress on achieving the Objectives by the end of the 3-year period of performance (June 30, 2023). Cite supporting data sources (e.g., needs assessments) for new Key Factors.</p> <p>A minimum of 2 and maximum of 5 Key Factors are required. At least 1 contributing and 1 restricting Key Factor must be identified.</p>
Activity Audience	YES	<p>Select an activity audience for each new activity: Learning Collaborative or National Audience. At least 2 activities must be for the National Audience and 1 activity for the Learning Collaborative Audience for each Objective.</p> <p>Refer to EHBs Non-Competing Continuation User Guide for additional guidance on deleting or adding new activities.</p>
Activity Name	YES	<p>As needed, revise or delete/add a unique name for each new activity that can be used to distinguish between similar activities.</p> <p>Refer to EHBs Non-Competing Continuation User Guide for additional guidance on deleting or adding new activities.</p>

FY 2021 Field	Is this Field Editable?	Instructions
Activity Description	YES	<p>Describe the major planned activities to be conducted July 1, 2021 through June 30, 2022 that will support Objective Target attainment by the end of the 3-year period of performance (June 30, 2023). As needed, revise or delete the current description(s), or add new activities (3-10 activities are required for each Objective).</p> <p>The number and variety of activities should be commensurate with the requested annual funding amount, identified health center T/TA needs, and Objective Targets.</p> <p>Refer to EHBs Non-Competing Continuation User Guide for additional guidance on deleting or adding new activities.</p>
Person/Group Responsible	YES	As needed, revise or identify the person(s)/position(s) that will be responsible and accountable for carrying out each Activity.
Target Start Date	YES	Provide an estimated start date for each Activity (on or after July 1, 2021).
Target End Date	YES	Provide an estimated end date for each Activity (on or before June 30, 2022).
Expected Activity Outcome	YES	As needed, revise or provide the principal outcome for each Activity.
Comments	YES	Revise or provide additional supplementary information related to proposed activities in the PWP, including justifications for all new entries.

Appendix C: NTTAP-Type Objectives and Metrics Guide

The table below lists objectives and associated metrics for each NTTAP type, including the new COVID-19 Supplemental Funding objective that has been added to each NTTAP Category. Use this guide to calculate progress data (current numerators/numbers and current denominators) for each objective from July 1, 2020 through December 31, 2020. For purposes of this progress update, health centers include existing Health Center Program Award recipients and look-alikes. Health center patients are people receiving in scope services from Health Center Program award recipients and look-alikes.

Note: All data are self-report unless otherwise specified.

Table 4: NTTAP-Type Objectives and Metrics Guide

NTTAP Category: Special and Vulnerable Populations	
Objective Description	Metric Definition
<p>Objective 1: Emerging issues (Optional in the FY 2020 NTTAP application)</p> <p>Increase the number of health centers that receive T/TA to address population-specific emerging issues and/or maximize impacts of supplemental funding in one of the following areas.</p> <ul style="list-style-type: none"> • Substance use disorder • Mental health • HIV prevention (HIV testing, PrEP, and/or linkage to care) • Maternal mortality • Emergency preparedness • Other 	<p>Number of health centers that have received T/TA in the selected area to address population-specific emerging issues and/or maximize impacts of supplemental funding.</p>
<p>Objective 2: Diabetes control (Not required for the School-Aged Children (SAC) NTTAP type)</p> <p>Reduce the percentage of patients 18-75 years of age with diabetes who had hemoglobin A1c greater than 9.0 percent during the measurement period.</p>	<p><u>Numerator:</u> Number of patients age 18 – 75 years of age whose most recent HbA1c level performed during the measurement year is greater than 9.0 percent or who had no test conducted during the measurement period.</p> <p><u>Denominator:</u> Number of health center patients age 18 – 75 with diabetes with a medical visit during the measurement period.</p> <p>Baseline Numerator and Denominator prepopulated from 2018 UDS Table 7.</p> <p>Current Numerator and Denominator will be prepopulated with 2019 UDS Table 7.</p>

NTTAP Category: Special and Vulnerable Populations	
Objective Description	Metric Definition
<p>Objective 3: Diabetes prevention – juveniles</p> <p>Increase the percentage of patients 3-17 years of age who had an outpatient visit and documented evidence of height, weight, and body mass index (BMI) percentile, counseling for nutrition, and counseling for physical activity during the measurement period.</p>	<p><u>Numerator:</u> Number of children and adolescents age 3-17 who have had their BMI percentile recorded during the measurement period and counseling for nutrition during a visit that occurred during the measurement period and counseling for physical activity during a visit that occurs during the measurement period.</p> <p><u>Denominator:</u> Number of patients 3 – 17 years of age with at least one medical visit.</p> <p>Baseline Numerator and Denominator prepopulated from 2018 UDS Table 6B.</p> <p>Current Numerator and Denominator will be prepopulated with 2019 UDS Table 6B.</p>
<p>Objective 4: Diabetes prevention – adults</p> <p>Increase the percentage of patients aged 18 years of age and older with BMI documented and follow-up plan documented if BMI is outside normal parameters.</p>	<p><u>Numerator:</u> Number of health center patients aged 18 years and older with BMI outside of normal parameters documented during most recent visit or within previous 12 months of that visit and has a documented follow-up plan.</p> <p><u>Denominator:</u> Number of health center patients aged 18 years and older with at least one medical visit during the measurement period.</p> <p>Baseline Numerator and Denominator prepopulated from 2018 UDS Table 6B.</p> <p>Current Numerator and Denominator will be prepopulated from 2019 UDS Table 6B.</p>
<p>Objective 5: Other health outcomes (Optional in the FY 2020 NTTAP application)</p> <p>Increase access to services for NTTAP type in one of the following areas.</p> <ul style="list-style-type: none"> • Substance Use Disorder • Mental Health 	<p>Self-defined data.</p>

NTTAP Category: Special and Vulnerable Populations	
Objective Description	Metric Definition
<ul style="list-style-type: none"> • HIV Prevention (HIV testing, PrEP, and/or linkage to care) • Maternal Mortality • Other 	
Objective 6: Social determinants of health Increase the number of health centers that receive T/TA on screening and documenting social determinants of health (SDOH) for NTTAP type.	Number of health centers that have received T/TA on screening and documenting social determinants of health (SDOH) for NTTAP type.
Objective 7: Improve population health Increase the number of health centers that screen for SDOH to improve health outcomes for NTTAP type.	Number of health centers that screen for SDOH to improve health outcomes for NTTAP type.
Objective 8: Community partnerships for health equity (Optional in the FY 2020 NTTAP application) Increase the number of health centers that add one or more community partnerships to develop solutions that address SDOH for NTTAP type.	Number of health centers that have added one or more community partnerships to develop solutions that address SDOH for NTTAP type.
Objective 9: COVID-19 Supplemental Funding Enhance national T/TA to health centers to support their response to coronavirus disease 2019 (COVID-19).	Self-defined data.

NTTAP Type: Clinical Workforce Development	
Objective Description	Metric Definition
<p>Objective 1: Access to comprehensive care</p> <p>Increase the number of health centers that develop their clinical care teams to provide access to integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).</p>	<p>Number of health centers with clinical care teams that provide access to integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).</p>
<p>Objective 2: Emerging issues (Optional in the FY 2020 NTTAP application)</p> <p>Increase the number of health centers that receive clinical workforce development-focused T/TA to address emerging issues and/or maximize impacts of supplemental funding in one of the following areas:</p> <ul style="list-style-type: none"> • Substance use disorder • Mental health • HIV prevention (HIV testing, PrEP, and/or linkage to care) • Diabetes prevention and management • Maternal mortality • Emergency preparedness • Other 	<p>Number of health centers that have received clinical workforce development- focused T/TA in the selected area to address emerging issues and/or maximize impacts of supplemental funding.</p>
<p>Objective 3: Clinical pipeline development</p> <p>Increase the number of health centers with programs to advance the education of clinical workforce students and trainees either directly or through formal agreement with an external organization.</p>	<p>Number of health centers with programs to advance the education of clinical workforce students and trainees either directly or through formal agreement with an external organization.</p> <p><i>(Baseline and current number align with 2019 UDS Manual Appendix F Question 2)</i></p>
<p>Objective 4: Health care team development</p> <p>Increase the number of health centers providing health professional education/training.</p>	<p>Number of health centers providing health professional education/training.</p> <p><i>(Baseline and current number align with 2019 UDS Manual Appendix F Question 1)</i></p>
<p>Objective 5: Team based care</p> <p>Increase the number of health centers using team-based practice models.</p>	<p>Number of health centers using team- based practice models (e.g., teams that include community health workers, peer navigators).</p>

NTTAP Type: Clinical Workforce Development	
Objective Description	Metric Definition
Objective 9: COVID-19 Supplemental Funding Increase the number of health centers that receive T/TA on prevention, preparedness, and/or response to COVID-19.	Self-defined data.

NTTAP Type: Health Workforce Recruitment and Retention	
Objective and Objective Description	Metric Definition
Objective 1: Access to comprehensive care Increase the number of health centers that have a health workforce recruitment, retention, and development plan to support the delivery of high-quality, integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).	Number of health centers that have a health workforce recruitment, retention, and development plan to support the delivery of high-quality, integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).
Objective 2: Emerging issues (Optional in the FY 2020 NTTAP application) Increase the number of health centers that receive health workforce recruitment and retention-focused T/TA to address emerging issues and/or maximize impacts of supplemental funding in one of the following areas: <ul style="list-style-type: none"> • Substance use disorder • Mental health • HIV prevention (HIV testing, PrEP, and/or linkage to care) • Diabetes prevention and management • Maternal mortality • Emergency preparedness • Other 	Number of health centers that have received health workforce recruitment and retention-focused T/TA in the selected area to address emerging issues and/or maximize impacts of supplemental funding.
Objective 3: Health workforce satisfaction Increase the number of health centers that measure workforce engagement and well-being.	Number of health centers that measure engagement and well-being of their workforce.
Objective 9: COVID-19 Supplemental Funding Enhance national T/TA to health centers to support their response to coronavirus disease 2019 (COVID-19).	Self-defined data.

NTTAP Type: Capital Development and Growth	
Objective and Objective Description	Metric Definition
<p>Objective 1: Access to comprehensive care</p> <p>Increase the number of health centers that receive T/TA on capital development projects to provide access to integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).</p>	<p>Number of health centers that have received T/TA on capital development projects to provide access to integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).</p>
<p>Objective 2: Emerging issues (Optional in the FY 2020 NTTAP application)</p> <p>Increase the number of health centers that receive capital development and growth-focused T/TA to address emerging issues and/or maximize impacts of supplemental funding in one of the following areas.</p> <ul style="list-style-type: none"> • Substance use disorder • Mental health • HIV prevention (HIV testing, PrEP, and/or linkage to care) • Diabetes prevention and management • Maternal mortality • Emergency preparedness • Other 	<p>Number of health centers that have received capital development and growth- focused T/TA in the selected area to address emerging issues and/or maximize impacts of supplemental funding.</p>
<p>Objective 3: Capital project planning and finance</p> <p>Increase the number of health centers that are provided information to support their interest in the HRSA Loan Guarantee Program.</p>	<p>Number of health centers that are provided information to support their interest in the HRSA Loan Guarantee Program.</p>
<p>Objective 4: Operations and infrastructure sustainability</p> <p>Increase the capacity of health centers to plan and finance successful capital development projects.</p>	<p>Number of health centers that have received financing (from any source) for capital development projects.</p>
<p>Objective 9: COVID-19 Supplemental Funding</p> <p>Enhance national T/TA to health centers to support their response to coronavirus disease 2019 (COVID-19).</p>	<p>Self-defined data.</p>

NTTAP Type: Health Information Technology and Data	
Objective and Objective Description	Metric Definition
Objective 1: Access to comprehensive care Increase the number of health centers that utilize health IT and/or telehealth to enhance patient access to integrated, comprehensive primary health care.	Number of health centers that utilize health IT and/or telehealth to enhance patient access to integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).
Objective 2: Emerging issues Increase the number of health centers that receive telehealth and/or health IT and data-focused T/TA to address the following emerging issues and/or maximize impacts of supplemental funding in the following area: HIV prevention (HIV testing, PrEP, and/or linkage to care).	Number of health centers that have received health IT and/or telehealth-focused T/TA in HIV prevention to address emerging issues and/or maximize impacts of supplemental funding.
Objective 3: Operational excellence Increase the number of health centers that receive T/TA on health IT issues in at least one of the following areas <ul style="list-style-type: none"> • Data security • Privacy and interoperability • Clinical quality • Patient engagement • Health equity • Other emerging issues 	Number of health centers that received T/TA on health IT issues in one or more of the following areas: Data security Privacy and interoperability Clinical quality Patient engagement Health equity Other emerging issues
Objective 4: Value based care – readiness Increase the percentage of health centers using health IT to advance value-based care.	<u>Numerator:</u> Number of health centers using health IT and EHR data for any of the following areas: Quality improvement, Population health management, Program evaluation, Research. <u>Denominator:</u> Total number of health centers. <i>(Baseline and current number align with 2019 UDS Manual Appendix D Question 10)</i>
Objective 5: Value based care - staff T/TA Increase the number of health center staff who receive training on applying health IT to support value-based care.	Number of health center staff who received T/TA on applying health IT to support value-based care.

NTTAP Type: Health Information Technology and Data	
Objective and Objective Description	Metric Definition
Objective 6: Advance interoperability Increase the number of health centers that electronically exchange EHR clinical information with external health care partners.	Number of health centers that electronically exchange EHR clinical information with Hospitals/Emergency rooms, Specialty clinicians, or Other primary care providers. <i>(Baseline and current number align with 2019 UDS Manual Appendix D Question 4)</i>
Objective 9: COVID-19 Supplemental Funding Enhance national T/TA to health centers to support their response to coronavirus disease 2019 (COVID-19).	Self-defined data.

NTTAP Type: Oral Health Care	
Objective and Objective Description	Metric Definition
Objective 1: Access to comprehensive care Increase the number of health centers that receive T/TA on optimizing oral health care as part of integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, and enabling services).	Number of health centers that receive T/TA on optimizing oral health care as part of integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).
Objective 2: Emerging issues (Optional in the FY 2020 NTTAP application) Increase the number of health centers that receive oral health care-focused T/TA to address emerging issues and/or maximize impacts of supplemental funding in one of the following areas <ul style="list-style-type: none"> • Substance use disorder • Mental health • HIV prevention (HIV testing, PrEP, and/or linkage to care) • Diabetes prevention and management • Maternal mortality • Emergency preparedness • Other 	Number of health centers that have received oral health care-focused T/TA in the selected area to address emerging issues and/or maximize impacts of supplemental funding.

NTTAP Type: Oral Health Care	
Objective and Objective Description	Metric Definition
Objective 3: Primary caries prevention Improve performance on the UDS oral health clinical quality measure.	<u>Numerator:</u> Children who received a sealant on a permanent first molar tooth during the measurement period. <u>Denominator:</u> Children 6 through 9 years of age with an oral assessment or comprehensive or periodic oral evaluation dental visit and are at moderate to high risk for caries in the measurement period. Baseline Numerator and Denominator prepopulated from 2018 UDS Table 6B. Current Numerator and Denominator prepopulated from 2019 UDS Table 6B.
Objective 4: Oral health services Increase the number of health center patients who receive oral health services at health centers or through contracted providers.	Number of health center patients who receive oral health services at health centers or through contracted providers. Baseline Number prepopulated from 2018 UDS Table 5. Current Number prepopulated from 2019 UDS Table 5.
Objective 5: Oral health workforce Increase number of health centers that have a comprehensive oral health workforce recruitment and retention plan.	Number of health centers that have a comprehensive oral health workforce recruitment and retention plan.
Objective 6: Care team capacity building Increase the number of health centers that use oral health providers on integrated care teams.	Number of health centers that use oral health providers on integrated care teams.
Objective 7: Oral health care integration Increase the number of health centers that use health IT (e.g., EDR/EHR integration) to integrate oral health and primary care services.	Number of health centers that use health IT (e.g., EDR/EHR integration) to integrate oral health and primary care services.
Objective 9: COVID-19 Supplemental Funding Enhance national T/TA to health centers to support their response to coronavirus disease 2019 (COVID-19).	Self-defined data.

NTTAP Type: Medical-Legal Partnerships	
Objective and Objective Description	Metric Definition
Objective 1: Community health improvement Increase the number of health centers that address health related legal needs of patients to improve population and community health.	Number of health centers that address health related legal needs of patients to improve population and community health.
Objective 2: Emerging issues (Optional in the FY 2020 NTTAP application) Increase the number of health centers that receive medical-legal partnerships-focused T/TA to address emerging issues and/or maximize impacts of supplemental funding in one of the following areas <ul style="list-style-type: none"> • Substance use disorder • Mental health • HIV prevention (HIV testing, PrEP, and/or linkage to care) • Diabetes prevention and management • Maternal mortality • Emergency preparedness • Other 	Number of health centers that received medical-legal partnerships-focused T/TA in the selected area to address emerging issues and/or maximize impacts of supplemental funding.
Objective 3: Health equity Increase the number of patients screened for unmet legal needs that may affect health outcomes.	Number of patients screened for unmet legal needs that may affect health outcomes.
Objective 4: Medical-legal partnerships Increase the number of health centers that implement medical-legal partnerships to address social determinants of health.	Number of health centers that implement medical-legal partnerships to address social determinants of health.
Objective 9: COVID-19 Supplemental Funding Enhance national T/TA to health centers to support their response to coronavirus disease 2019 (COVID-19).	Self-defined data.

NTTAP Type: Intimate Partner Violence Prevention	
Objective and Objective Description	Metric Definition
Objective 1: Community health improvement – IPV Increase the number of health centers that have a protocol for addressing intimate partner violence (IPV) to improve community health.	Number of health centers that have a protocol for addressing intimate partner violence (IPV) to improve community health.
Objective 2: Emerging issues (Optional in the FY 2020 NTTAP application) Increase the number of health centers that receive IPV T/TA to address emerging issues and/or maximize impacts of supplemental funding in one of the following areas. <ul style="list-style-type: none"> • Substance use disorder • Mental health • HIV prevention (HIV testing, PrEP, and/or linkage to care) • Diabetes prevention and management • Maternal mortality • Emergency preparedness • Other 	Number of health centers that received IPV T/TA in the selected area to address emerging issues and/or maximize impacts of supplemental funding.
Objective 3: IPV service capacity Increase the number of health centers that receive T/TA on developing capacity for implementing a range of IPV-related services, including prevention/education, assessment, referral, and care coordination.	Number of health centers that received T/TA on developing capacity for implementing a range of IPV-related services, including prevention/education, assessment, referral, and care coordination.
Objective 4 : Staff capacity to address IPV Increase the number of health center staff who receive T/TA to develop capacity for addressing IPV during patient visits.	Number of health center staff who received T/TA to develop capacity for addressing IPV during patient visits.
Objective 5: IPV referral agreements Increase the number of health centers that have or establish formal bidirectional agreements with community-based organizations addressing IPV (e.g., domestic violence coalitions).	Number of health centers that have or establish formal bidirectional agreements with community-based organizations addressing IPV (e.g., domestic violence coalitions).
Objective 6: Community health improvement – human trafficking Increase the number of health centers that have a protocol for addressing human trafficking to improve community health.	Number of health centers that have a protocol for addressing human trafficking to improve community health.

NTTAP Type: Intimate Partner Violence Prevention	
Objective and Objective Description	Metric Definition
Objective 7: Human trafficking service capacity Increase the number of health centers that receive T/TA on developing capacity for implementing a range of human trafficking related services, including prevention/education, assessment, referral, and care coordination.	Number of health centers that received T/TA on developing capacity for implementing a range of human trafficking related services, including prevention/education, assessment, referral, and care coordination.
Objective 9: COVID-19 Supplemental Funding Enhance national T/TA to health centers to support their response to coronavirus disease 2019 (COVID-19).	Self-defined data.

NTTAP Category and Type: National T/TA Center	
Objective and Objective Description	Metric Definition
Objective 1: Access to comprehensive care Increase the number of health centers providing access to integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, and enabling services).	Number of health centers that provide access to integrated, comprehensive primary health care (e.g., primary medical, oral, mental, substance use disorder, vision, enabling services).
Objective 2: Emerging issues (Optional in the FY 2020 NTTAP application) Increase the number of health centers that receive T/TA to address emerging issues and/or maximize impacts of supplemental funding in one of the following areas. <ul style="list-style-type: none"> • Substance use disorder • Mental health • HIV prevention (HIV testing, PrEP, and/or linkage to care) • Diabetes prevention and management • Maternal mortality • Emergency preparedness • Other 	Number of health centers that received T/TA in the selected area to address emerging issues and/or maximize impacts of supplemental funding.

NTTAP Category and Type: National T/TA Center	
Objective and Objective Description	Metric Definition
<p>Objective 3: Diabetes control</p> <p>Reduce the percentage of patients 18-75 years of age with diabetes who had hemoglobin A1c greater than 9.0 percent during the measurement period.</p>	<p><u>Numerator:</u> Number of patients age 18 – 75 years of age whose most recent HbA1c level performed during the measurement year is greater than 9.0 percent or who had no test conducted during the measurement period.</p> <p><u>Denominator:</u> Number of health center patients age 18 – 75 with diabetes with a medical visit during the measurement period.</p> <p>Baseline Numerator and Denominator prepopulated from 2018 UDS Table 7.</p> <p>Current Numerator and Denominator prepopulated from 2019 UDS Table 7.</p>
<p>Objective 4: Health center expansion</p> <p>Increase number of New Access Point award recipients and/or Health Center Program look-alikes that receive T/TA on the fundamentals of a successful health center.</p>	<p>Number of New Access Point award recipients and/or Health Center Program look-alikes that received T/TA on the fundamentals of a successful health center.</p>
<p>Objective 5: Organizational excellence</p> <p>Increase the number of health centers assisted through collection and dissemination of evidence-based or promising practices in the areas of governance, strategic planning, workforce, quality assurance/quality improvement, and value based care.</p>	<p>Number of health centers assisted through collection and dissemination of evidence- based or promising practices in the areas of governance, strategic planning, workforce, quality assurance/quality improvement, and value based care.</p>
<p>Objective 6: Emergency preparedness and continuity of care</p> <p>Increase the number of health centers that receive T/TA to develop emergency preparedness plans that demonstrate alignment with and participation in federal, state, tribal, regional and local emergency preparedness systems to ensure continuity of care during disasters and public health emergencies.</p>	<p>Number of health centers that received T/TA to develop emergency preparedness plans that demonstrate alignment with and participation in federal, state, tribal, regional and local emergency preparedness systems to ensure continuity of care during disasters and public health emergencies.</p>

NTTAP Category and Type: National T/TA Center	
Objective and Objective Description	Metric Definition
Objective 7: Leadership development Increase the number of health centers with executive staff (CEO, COO, CFO, CD/CMO, CIO) and board members who complete leadership development training.	Number of health centers with executive staff (CEO, COO, CFO, CD/CMO, CIO) and board members who completed leadership development training.
Objective 8: Clinician engagement Establish a health center clinicians council to promote peer-to-peer learning and identify professional development areas of need.	Number of clinicians council meetings held (Goal must be four in the first 12 months).
Objective 9: Operational workforce competency Increase the number of health centers with operations staff who receive training to support development within their positions (e.g., billing, coding, administration, health IT).	Number of health centers with operations staff who received training to support development within their positions (e.g., billing, coding, administration, health IT).
Objective 10: Health center resource clearinghouse – access Increase the number of users who access learning resources available on the clearinghouse platform.	Number of users who accessed learning resources available on the clearinghouse platform.
Objective 11: Health center resource clearinghouse – materials development Increase the number of learning resources and T/TA materials available on the clearinghouse platform, particularly on HRSA priorities and emerging issues (substance use disorder, mental health, HIV/AIDS prevention, testing, and linkage to care; diabetes prevention and management, maternal mortality, emergency preparedness).	Number of learning resources and T/TA materials available on the clearinghouse platform, particularly on HRSA priorities and emerging issues (substance use disorder, mental health, HIV/AIDS prevention, testing, and linkage to care; diabetes prevention and management, maternal mortality, emergency preparedness). NOTE: Count all T/TA resources.
Objective 12: T/TA continuous quality improvement Increase the number of T/TA contributors and users who report positive feedback on the availability, quality, and usefulness of T/TA resources (including the health center T/TA needs assessment).	Number of T/TA contributors and users who report positive feedback on the availability, quality, and usefulness of T/TA resources (including health center T/TA needs assessment).
Objective 13: Value based practice transformation Increase the number of health centers receiving T/TA in practice transformation to facilitate participation in value-based payment and other sustainable business models.	Number of health centers that have received T/TA in practice transformation to facilitate participation in value-based payment and other sustainable business models.

NTTAP Category and Type: National T/TA Center	
Objective and Objective Description	Metric Definition
Objective 9: COVID-19 Supplemental Funding Enhance national T/TA to health centers to support their response to coronavirus disease 2019 (COVID-19).	Self-defined data.